

VRIS UPDATE

Successful Employment Outcomes Effective 6/11/09 Number 222

SUMMARY OF UPDATES

Program manual instructions have been revised regarding the process to follow when determining a 'successful employment outcome'. Previously the process indicated that staff contact the individual prior to inactivating the case. This has been modified to indicate that it is possible to inactivate a case without contacting the individual. The language in the revision requires the staff to contact the individual but allows for contact of other sources of information when attempts to contact the individual have been unsuccessful.

Every attempt should be made to personally contact the consumer but when that proves to be very difficult contact can be made with others who have the consumers employment information. Others might include a family member, friend, employer, other agency staff, etc. Attempts to contact the individual must be documented in the task notes.

VRIS POSTING

The [Successful Employment Outcome](#) program manual chapter has been revised. The chapter is found in the Employment Program section. The only revision is in the Process section of the chapter and is indicated by a bar at the right side of the revision.

TEAM COMMUNICATION

Discuss this in a team meeting and assure any missing staff receive the information.

LEADERSHIP CONTACT

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